



## State of Utah/Division of Fleet Operations MP-99 Authorization Form for State Sport Utility Vehicle (SUV) Use

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In accordance with Administrative Rule R27-3-11(2a), any state employee or designee reserving an SUV from a State Daily Motor Pool location must obtain authorization from the program's Supervisor, Manager or Director prior to departure. SUV use can only be authorized in cases where state business will be preformed in areas of the state that have underdeveloped roadways or off-road driving will occur. SUV use cannot be authorized due to adverse weather conditions.

FleetFocus Reservation Driver Name: \_\_\_\_\_

FleetFocus Reservation Number: \_\_\_\_\_

Reservation Pickup Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Reservation Return Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

State Agency: \_\_\_\_\_ Driver phone: \_\_\_\_\_

Vehicle Destination: \_\_\_\_\_

Description of road conditions:

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Name and title of Supervisor, Manager or Director:

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Phone of Supervisor, Manager or Director: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

(Supervisor, Manager or Director)

**This authorization form must be completed and kept on file with the agency.**